

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

**FY 2010 Non-Competitive Grant Performance and Accounting Report
JULY 1, 2009 through JUNE 30, 2010**

The Accounting Report must be postmarked DEQ by **August 1, 2010**

The Performance Report must either be submitted via the on-line submission or
postmarked by **August 1, 2010**

Note: The Accounting Report (last page) must be signed by the authorized official and mailed to DEQ. The Litter Program Manager is encouraged to submit the Performance Report on-line by going to: <http://www.surveymonkey.com/s/ZSCJ5RY> . If the Performance part of this report is completed on-line, only the last page (the Accounting Report) will need to be signed and mailed to DEQ.

PERFORMANCE REPORT

SECTION 1. PLANNING, ORGANIZATION, AND FUNDING

NOTE: Quantifications in this report should apply only to activities supported by Grant Funds.

A. Organization

1. Name of entity, which received grant funds and performed work:

Participating jurisdictions: _____

2. Program Manager

Name: _____

Title: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____

Litter/Recycling website: _____

B. Paid Staff and Volunteers

1. Number of Paid Staff

Full Time # _____

Part Time # _____

2. Annual hours worked by paid staff # _____

3. Total number of volunteers' hours (for all functions). # _____

C. Total Program Support

	<u>CASH</u>	<u>IN-KIND SERVICES</u>
1. DEQ Grant (FY2010)	\$ _____	
2. Carry Forward Funds (FY2009)	\$ _____	
3. Locality	\$ _____	\$ _____
4. Private Sector	\$ _____	\$ _____
5. Value of volunteer work		
# of hours _____ (item B3) x \$20.53 =	?	\$ _____
6. Other (specify _____)		
_____	\$ _____	\$ _____
7. Sub Totals	\$ _____	\$ _____
8. Grand Total	\$ _____	

Note: Fill in an answer to every question. If the answer is unknown, please fill in your best estimate. If a numerical number is not filled in for each question, the performance and accounting report will be returned to your locality for completion. Reports returned for incomplete or incorrect information may result in a delay in the award of your next grant.

SECTION II. PUBLIC COMMUNICATIONS**A. Public presentations (not including Youth Education-see Section III)**

1. Number of group presentations / workshops # _____
2. Total attendance at presentations / workshops # _____
3. Number of staffed displays or events (i.e. county fairs, community events, etc.)

4. Total attendance at events or exhibits # _____
5. Number of unstaffed events, exhibits or displays (i.e. bulletin board displays at a mall, a school or municipal building, etc.)

6. Total attendance at staffed events (item D2 plus D4) # _____

B. Types of materials distributed (check all that apply)

- ☐ brochures
- ☐ newsletters
- ☐ coloring books
- ☐ litterbags
- ☐ pencils
- ☐ stickers
- ☐ Other _____

SECTION III. YOUTH EDUCATION**A. Presentations/Workshops**

1. Number of youth presentations/ workshops # _____
2. Total attendance at youth presentations / workshops # _____
3. Number of Youth Leader training sessions (i.e. teachers, 4-H or Scout leaders, etc.)

4. Total attendance at Youth Leader training sessions # _____

B. Environmental Clubs

1. Number of Youth Environmental (Ecology) Clubs # _____

2. Number of club members # _____

C. Other Youth Events

1. Number of other youth events (i.e. field trips, camps, games, etc.) # _____

2. Total attendees at other events # _____

SECTION IV. LITTER CLEANUPS AND RECYCLING

- A. Volunteer Clean up Events:** Includes neighborhood and community cleanups, waterway and open dump cleanups and all “adopt” cleanups. DO NOT include any VDOT “adopt-a-highway” cleanup data unless you organized or staffed the event.

***Note:** This section reports on volunteer cleanups – not ongoing cleanups conducted by paid staff.*

1. Total number of program cleanup events _____

2. Total number of volunteers for all cleanup events # _____

3. Total **cubic yards** of litter collected from all activities # _____

These are only guidelines for you to use when estimating cubic yards of litter collected when estimating is necessary.

Conversion Formula:

Please note: we have updated the conversion formula to estimate that a bag of garbage weighs approximately 30 pounds)

Seven garbage bags (Full Bags) = one cubic yard of litter

200 pounds = one cubic yard of litter

1 Ton = 10 cubic yards of litter

B. Litter Program, Assign-a-Highway Results: (if none, check here ____)

1. Number of probationer's assigned _____

2. Number of road miles cleaned _____

3. Total cubic yards of litter collected from the Assign-a-Highway program _____

SECTION V. PROGRAM FUNDING ALLOCATION

Please estimate the % of your grant funds used for the litter prevention program activities and for the recycling program activities for FY 2010. The total for litter and recycling should come to 100%.

Litter Prevention Program _____%

Recycling Program _____%